

CITY COUNCIL MARCH 3, 2014 -- AGENDA REGULAR MEETING 7:00 PM City Hall, 1001 Bridge St. Vernonia OR 97064

Vision Statement

Vernonia will continue to build a secure and diverse economic foundation while maintaining its historic atmosphere and undying sense of community through the values of: Pride – Integrity – Respect

Mission Statement

The City of Vernonia pledges to be an ethical and responsive government using community collaboration to foster leadership and a vision for civic improvement while providing a safe, peaceful, economically viable community.

1. Call to Order and Pledge of Allegiance: Mayor Josette Mitchell

2. Additions or Corrections to Agenda

Presentation: Vernonia Vitality Indicators Project – Scott Laird and Bill Langmaid

3. Mayor Report

- A. Recommendation from Parks Committee for Member position -- Caitlin Hunter
- B. Appoint Angie Handegard, Finance Director as Budget Officer for FY 2014-15
 - a) Proposed Budget Calendar Fiscal Year 2014-2015

4. Councilor Committee Meeting Reports

5. Topics from the Floor/Audience Participation

Persons addressing the Council must state their name for the record. All remarks shall be directed to the entire City Council. The Council reserves the right to delay any action requested until they are fully informed on the matter.

6. Consent Agenda for Acceptance

The Consent Agenda is a policy of the governing body to approve, in one motion, routine and/or noncontroversial items, which can be determined prior to the meeting.

A. Parks Committee Minutes January 22, 2014

7. Consent Agenda for Approval

A. City Council Minutes February 18, 2014

8. Unfinished Business

9. New Business

A. MOA with Gwin family/Northwest Land Services LLC

10. Business from Departments

- A. Police Department Chief Michael Conner
- B. City Administrator Pro Tem Josette Mitchell

11. Ordinances/Resolutions

A. Resolution No. 07-14 Authorizing Extended Enterprise Zone Benefits for a Fourth and Fifth year to Photo Solutions, Inc. in the South Columbia County Enterprise Zone

B. Resolution No. 08-14 Authorizing Extended Enterprise Zone Benefits for a Fourth and Fifth Year to Clear Water Manufacturing Corporation in the South Columbia County Enterprise Zone

12. Correspondence

Reminder City County Dinner Tuesday, March 4, 2014 6 pm March 2-8, 2014 is National Severe Weather Preparedness Week Vital Vernonia Community Forum Saturday April 5, 2014 9 am – 2:30 pm Make Vernonia Shine Day/Hazardous Waste Collection April 12, 2014

13. Items from Mayor, Councilors, City Administrator

14. Recess to Executive Session as per ORS 192.660 (2)

The executive session is held pursuant to ORS 192.660 (2), which allows the Council to meet in executive session for the purpose stated.

The City Council will now meet in Executive Session for the purpose of a-g

Representatives of the news media and designated staff are allowed to attend the executive session.*

All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session. At the end of the executive session, we will return to open session and welcome the audience back into the room. *Council may choose to allow other specified persons to attend.

"A member of the news media or designee may not disclose any information from executive session, may not tape record, digitally record, and/ or video record any information to decrease the likelihood that information discussed in the executive session will be inadvertently disclosed."

15. Return to Open Session

Adjournment

February 26, 2014

To: Vernonia City Council

From: Parks Committee

Re: Committee Membership recommendation

The Parks Committee voted at their committee meeting on February 19, 2014, by majority vote of 4-0, to recommend that Caitlin Hunter be appointed to the Parks Committee.

Signed,

Scott Laird, Parks Committee Chair,

Katie Poetter, Parks Committee Secretary



CITY OF VERNONIA CITY COUNCIL AGENDA REPORT ITEM SUMMARY

APPOINT BUDGET OFFICER Fiscal Year 2014-2015

Issue Statement and Summary: Each year, as part of the budget process, a Budget Officer must be appointed by the City Council. This year the Mayor is also serving as the City Administrator Pro Tem which does not allow too serve both positions on the budget.

Background:

A. Council Action History:

The State of Oregon Revised Statutes (ORS 294.331) requires each local government to have a budget officer, either appointed by the governing body or by charter. The Charter does not address the budget officer. Ordinance 854, City Administrator Ordinance, requires the City Administrator to prepare and administer the annual city budget.

B. Analysis and Policy Issue:

The Council may appoint the Mayor or other council member or Staff member to be the Budget Officer.

Council Options: To appoint Angie Handegard, Finance Director as Budget Officer for the Fiscal Year 2014-2015

Staff Recommendation: Staff recommends City Council approve this appointment of the Finance Director, Angie Handegard as the budget officer for fiscal Year 2014-2015

Suggested Motion "I move that the Vernonia City Council agree to appoint Angie Handegard, Finance Director as the Budget Officer for the City of Vernonia Budget for the Fiscal Year 2014-2015."

Proposed Budget Calendar Fiscal Year 2014-2015

March 3, 2014	Appoint Budget Officer
March 15, 2014	Finance Administrator will begin creating proposed budget
March 24, 2014	Mail Budget meeting notice with utility bills
March 31, 2014	Finance Administrator will meet with Department Heads to review proposed budget
April 15, 2014	First Budget Committee meeting. Budget Committee will elect Chair and Vice Chair. Staff will present the budget and budget message. Meeting protocol will be reviewed and agenda for upcoming meetings will be established.
April 22, 2014	Budget Committee meeting with Public Hearing where members of the community will be allowed to comment on the budget. Begin budget deliberations.
May 6, 2014	Budget Committee meeting
May 13, 2014	Budget Committee meeting
May 20, 2014	Budget Committee meeting
May 23, 2014	Notice of Public Hearing to adopt Budget mailed in utility bills.
June 3, 2014	Budget Committee meeting
June 10, 2014	Budget Committee meeting if necessary
June 16, 2014	Budget Adoption

Suggested meeting time 6pm-9pm. Additional meetings may be scheduled if necessary.

Parks Committee Meeting

January 15, 2014 6:30 pm

Minutes

Scott Laird, Jeremiah Hammons, Maria, Randy Parrow, Angie Handegard, Joann Glass, Katie

Poetter, Casey Mitchell and Jeff Birch

Guests: Don Amon and Joan MaClean

Angie Presented the Budget

Joann suggested we have a strand alone parks person. She and Angie would like to see us have a parks person. This person should deal strictly with parks. Angie would like this person to answer directly to the City Administrator. They suggested that this be a full time position and gave us some numbers for different options. Jeff could also be an overseer if we would like. This would mean that this person is responsible for the restrooms at Airport and Anderson Park. Jeanne and Earl will be gone as of February 15th.

Joann made up a job description if we would like it. Angie would like us to consider this. They would have to share a portion of the shop and equipment. Randy asked the question of how the union would feel about the position. Angie said they weren't involved because the parks person would be their own supervisor. Scott wants us to think about this because we have to be able to be sustainable. Casey wanted to know about what if we lay them off. Randy suggested that as a supervisor you could go 40 hours some of the year and 20 hrs. in the winter. Angies going to check in with BOLI about the combination to make this work.

Don said that Jeanne had the frustration of two people taking reservations and wondered if there was a computer program we could use. Casey suggested putting a pay box at the dump site. Scott wanted us to think about the 10% to camp host. Don suggested us to look at maybe the stay for amt of hours worked.

Scott suggested us to have an interim park host till we get an advertised position. Scott would like to do a 60 day trial. We will get together and figure out the duties. Casey motioned to get an interim, Katie seconded and motion passed. Angie would like us to figure out our wish list for our budget.

NEW BUSINESS:

The park signs need to be re-done with fewer rules.

Committee went over old rules and new to make sure they were all covered. Changes made and will be presented to council. Scott suggested that we find out how much it would cost to replace them at the parks. Katie motioned to amend #16 wording and present it to council, Maria seconded and motion passed.

Make Vernonia shine day- Donna Web would like to put Anderson Park on the list of projects for that day. Casey and Jeff are going to make a list of supplies for that day. Joann suggested that we need to re-do the bathroom floors.

OLD BUSINESS:

Casey went to the meeting this am for the fields. They presented an A and B option. September 30th is when the project has to be 100% finished. Scott would like us to not discuss this issue with anyone until it's sorted out.

Casey and Scott met with Dave Vanmeter and Corey and they are moving forward. There will be a few changes and they will present them in a few weeks. Casey said that the plans will pass building inspections. Katie will contact Bob Carlson and another roofer to get quotes.

Katie will make a proposal to council for Airport Park for the stuff she would like to do to improve the park.

Mill Pond Marsh- Aaron will come to the next meeting on how he's going to maintain the marsh.

Park Commissioners Report-

Casey wanted to make sure portal potties was put at the lake. Joann confirmed this

Jeremiah- reported that there are a few weeds around the sign and the restrooms that need to be tended to, but otherwise it looked pretty good.

Rest of committee will report next month.

Mtg adjourned at 8:44pm



CITY COUNCIL February 18, 2013 -- MINUTES REGULAR MEETING - 7:00 PM City Hall, 1001 Bridge Street, Vernonia OR 97064

Councilors Present: Mayor Josette Mitchell; Councilors: Kim Tierney, Bruce McNair,

Donna Webb, Councilor Parrow was absent

Staff Present: Chief Michael Conner; Angie Handegard, Finance Director;

City Recorder, Joann Glass

Press: Vernonia's Voice, Scott Laird

1. Call to Order and Pledge of Allegiance – Mayor Mitchell called the meeting to order at 7:00 pm

2. Additions or Corrections to Agenda

Councilor McNair moved, "To accept the agenda as presented." Councilor Tierney seconded the motion. Motion carried.

3. Mayor Report

No report presented

4. Councilor Committee Meeting Reports

Mayor Mitchell reported there was not a cemetery meeting Councilor Webb reported that she did not attend the Library meeting Councilor McNair reported that he attended the special meetings for new billing software. The public works committee reviewed the pictures of the compound meters and to better understand if they are being read correctly.

5. Topics from the Floor/Audience Participation

Persons addressing the Council must state their name and address for the record. All remarks shall be directed to the entire City Council. The Council reserves the right to delay any action requested until they are fully informed on the matter.

Rachel Langmaid expressed in my year serving on the health board there has been a lot of progress made to make health care accessible. Leaps of faith have not only been taken by members of the board and our generous grantors and by our partners in operation and increasingly made by community members. It is crucial that we move in a manner of completion of our new health center. All of our successful grants that have been written as of today include a detail operations budget which specifies payment to the City of one dollar per annum. Access to health care is important not only to those they serve and is important to the livability of the area. The sooner we get this done the better.

Wendy Sears has been on the health board for 20 years and we have had a lot of road blocks that we have waded through and what I want to bring to your attention is the fund that we use for all the children and adults that cannot pay for health care and their pharmacy expenses and we pay for those expenses out of our indigent fund. Any additional monies that are not in our operating expenses would come out of that indigent fund. Please keep this in mind for whatever rent amount that you come up with.

Olin Younger was asked in September to join the health board as he saw this as doing something good for the community. Now we all read the lease and there were things we wanted to change in the lease and it became in my opinion unfortunately an adversary of the process which it should not have been. We have been negotiating in good faith and agreed to things and now the lease is changing to add rent which is over and above the one dollar we were originally given. The Board is doing something good for the community and in his opinion the Council has not read the lease and is disappointed on the fee for rent being charged.

Brett Costley commented on the Vernonia Health Clinic Lease by reading to the Council the Cities Mission Statement and Vision Statement. He questioned why changing the rent fee now from one dollar which was understood from the beginning and that no one knows what the fee will be charged now. A key component of the economic vitality of the community is health care. Sadly the truth is it is easier to raise three quarters of a million dollars than it is to get a lease out of the City of Vernonia.

Erika Paleck there are a few black and white issues in our lives and one that exists is being pregnant. Nobody is a little pregnant either you are or you aren't. That's why women go into mourning when they go into miscarriage or building a nonprofit medical clinic to serve everyone regardless of their ability to pay. That is a black and white example on a total commitment to a good thing. Another is negotiating in good faith changing an already agreed terms is not negotiating in good faith. To change the agreed terms this late in the game while we are under time constraints is the perfect definition of negotiating not in good faith. From trying to get a lease started back in June to now nearly the end of February we almost brought this pregnancy to full term. Let's not have a miscarriage.

6. Consent Agenda for Acceptance

The Consent Agenda is a policy of the governing body to approve, in one motion, routine and/or noncontroversial items, which can be determined prior to the meeting.

A. Library Board Minutes – January 8, 2014

Councilor Webb moved, "To accept the Library Board Minutes for January 8, 2014 as presented." Councilor McNair seconded the motion. Motion carried.

7. Consent Agenda for Approval

A. City Council Minutes – February 3, 2014

11C Correct who seconded the motion.

Councilor McNair moved, "To accept the February 3, 2014 City Council Minutes with the correction noted." Councilor Tierney seconded the motion. Motion carried.

8. Unfinished Business

No unfinished business presented

9. New Business

A. Recommendations for Utility Billing System Upgrade

Consensus of the Council was for staff to move forward with the muni billing system.

B. Contract for GIS services

Add to the Contract the Ordinance No. and the Section of the Ordinance No 4. Contract Term: add the wording and "retro to January 1st 2014" executed by each party and" retro to January 1st 2014".

Councilor McNair moved, "To direct the Mayor to sign a personal services contract with Ben Fousek, GIS Project Consulting with the changes noted." Councilor Tierney seconded the motion. Motion carried.

10. Business from Departments

- A. Police Department Chief Michael Conner
 - a) Monthly Blotter for December and January
 Chief Conner reported that he is waiting on a reply from Sheriff
 Dickerson on the question of coverage when needed.

B. City Administrator Pro Tem – Josette Mitchell

- She will be documenting when working at home due to not having a babysitter as well as when here at City Hall
- The Partition for the Rose Avenue project has been sent to the neighbors and a waiting period starts of fourteen days (March 6)
- She is working on gathering the history of the flood plain management and the filing system
- Reminder that there is a work session on Monday the 24th to discuss the Cemetery and also prioritize the work session list.
- There has been a question about the Cedar Ridge SDC's and Keasey Road residents that have paid. There is information to document what has happened to follow up on.
- There is a "slip" of property on Alder street that the owner wants to give it to the City
- Received a no further action letter for Rose Avenue which is the Final for Phase 2
- The California Avenue SHIPO passed and don't need any more archeological studies to do plan for the road. Waiting now for either a letter of no further action or a comfort letter.
- Alice Beal was contacted about the discharge trenches on the linear trail and this is OK with the contract

Councilor Tierney questioned the cost for maintaining the linear trail and questioned the length of the trail.

Mayor Mitchell reported that the length is one mile from the Monument at the corner of Rose Avenue to the point of the Lake which is where the lake pump is located. Historic numbers for the sealing of the cracks around the Lake which was done in 2010 was approximately \$2500 and the main hours to maintain the trail per year is approximately 80 hours. There are attorney fees for the property acquisition which was possibly four hours. The bridge at Anderson Park over Rock Creek will eventually need work done to it and hopefully a grant for those repairs will be able to be found.

Mayor Mitchell explained that she was not able to respond to all the phone calls as they came in that day from members of the health board as she was responding to a lot of different projects and was not ignoring anyone as was indicated during topics from the floor.

Mayor Mitchell suggested that the rental cost would be shared by the four entities. Suggested calculation: \$32,500 divided by 50 years equals \$650 divided by 12 equals \$54.17 divided by 4 equals \$13.54. Round up to \$15.00 per month per entity.

Council expressed that the Health Board is a value to the community and they do want to see it happen.

Mayor Mitchell reported that she heard at 4 pm that the health board had accepted the lease changes and that the MOA was accepted including the resolution wording.

Councilor Tierney expressed that Council has been jumping through hoops to make this happen. There were boundary negotiations changed and the Council wanted this lease to be equitable and everyone in agreement. As for the one dollar rental fee this section was always blank in any of the lease agreements that council received. It would be interesting to know where the health board received this information from regarding the one dollar fee.

Mayor Mitchell let everyone know that once she has received the lease and all the information she will send it to the State for their approval and hopefully will have the agreement and all the information back by the March 3rd meeting.

11. Ordinances/Resolutions

A. Resolution No. 05-14 Update the Master Fee Resolution No. 14-08 for Parks, Cemetery and Administration and Planning fees

Councilor Tierney moved, "That City Council adopt Resolution No. 05-14." Councilor McNair seconded the motion. Motion carried.

B. Resolution No. 06-14 Adopting a Supplemental Budget for Fiscal Year 2013-14 and Appropriating Funds.

Councilor Tierney moved, "To adopt Resolution No. 06-14." Councilor McNair seconded the motion. Motion carried.

12. Correspondence

City/County Dinner Meeting Hosted by the City of Scappoose Tuesday, March, 2014, 6:00 pm held at Simm Oriental Couisine LLC, Scappoose. Please let the City Recorder know if you will be attending so that she can RSVP by February 25,2014.

Councilor McNair and Mayor Mitchell will be attending. The City Recorder will check with Councilor Parrow.

13. Discussion – Item from Mayor, Councilors, and City Administrator

Councilor Tierney let the Council know she will not be attending the March 3rd meeting.

Councilor Webb reported she will not be attending the March 17th meeting and that she may be able to call in.

Mayor Mitchell reminded the Council to sign the volunteer agreement and turn in. She will be presenting the volunteer agreement to the Parks Committee and the Public Works Committee and answering any questions they may have.

The question was asked how long the students are going to be working with the Public Works. It was reported until the end of the quarter.

Councilor Webb reported that she will be helping with Make Vernonia Shine Day on April 12^{th} . We will be requesting a utility box from Waste Management for nuisance items and one box for yard debris. Hazardous waste will be on site at the Lake that day from 9 am - noon. Councilor Tierney volunteered to help that day.

Councilor Tierney was concerned about the water level

Chief Conner reported the advisory was lifted.

Angie Handegard reminded the Council that she will be proposing the budget calendar to Council.

Mayor Mitchell reminded Angie that s this Fiscal Year.	he will be designated as the budget officer
14. Recess to Executive Session as per ORS Council did not recess to executive ses	5 192.660 (2) sion
Adjournment: City Council adjourned at 9:0	2 pm
Signed thisday of2	2013
	Josette M Mitchell, Mayor
Attest: Joann M Glass, City Recorder	

RESOLUTION NO. 07-14

A RESOLUTION OF THE CITY OF VERNONIA AUTHORIZING EXTENDED ENTERPRISE ZONE BENEFITS FOR A FOURTH AND FIFTH YEAR TO PHOTO SOLUTIONS, INC. IN THE SOUTH COLUMBIA COUNTY ENTERPRISE ZONE.

WHEREAS, the South Columbia County Enterprise Zone has six co-sponsors, the City of St. Helens, the City of Columbia City, the City of Scappoose, the City of Vernonia, the Port of St. Helens, and Columbia County offering economic incentives through property tax relieve to businesses and industries providing capital investments resulting in job growth; and

WHEREAS, Photo Solutions, Inc. located at 603 California Avenue, Vernonia, Oregon 97064 has made an application to extend the three year property tax abatement by two years for a total of five years; and

WHEREAS, Photo Solutions, Inc. proposes to invest \$700,000 in real and personal property for its manufacturing operation at a new location with the South Columbia County Enterprise Zone resulting in the creation of nine and one-half (9.5) new jobs within the South Columbia County Enterprise Zone; and

WHEREAS, Photo Solutions, Inc. is required to pay employee wages and benefits at a rate of not less than 150% of the Columbia County median annual wage, and that the median annual wage is currently \$33,610, and

WHEREAS, the co-sponsors and the zone manager of the South Columbia County Enterprise Zone have reviewed the application and agree that the proposed expansion is consistent with the Enterprise Zone Purpose; and

NOW, THEREFORE, BE IT RESOLVED, that the City of Vernonia authorizes the two year extension request for a total of five years exemption subject to the terms and conditions set forth in the Extended Enterprise Zone Exemption Agreement hereto attached and incorporated herein by this reference; and

RESOLVED, the South Columbia County Enterprise Zone Manager, upon concurrence of all the other sub-zone sponsors, is authorized to execute the Extended Enterprise Zone Exemption Agreement with Photo Solutions, Inc.

INTRODU	CED AND ADOPT	ED theday o	of,	2014	
by the follow	ving vote:				
Ayes:	Nays:	Abstain:	Absent:		
Signed by m	ne, Josette Mitchell, N	Mayor, in authentication	n of its adoption this	day of	
		, 2014			
				·	
			Josette M Mitchell,	tte M Mitchell, Mayor	
	n M Glass, City Reco				

RESOLUTION NO. 18-14

A RESOLUTION OF THE CITY OF VERNONIA AUTHORIZING EXTENDED ENTERPRISE ZONE BENEFITS FOR A FOURTH AND FIFTH YEAR TO CLEAR WATER MANUFACTURING CORPORATION IN THE SOUTH COLUMBIA COUNTY ENTERPRISE ZONE.

WHEREAS, the South Columbia County Enterprise Zone has six co-sponsors, the City of St. Helens, the City of Columbia City, the City of Scappoose, the City of Vernonia, the Port of St. Helens, and Columbia County offering economic incentives through property tax relieve to businesses and industries providing capital investments resulting in job growth; and

WHEREAS, Clear Water Manufacturing Corporation located at 900 Wells Road, Wethersfield, Connecticut 06109 has made an application to extend the three year property tax abatement by two years for a total of five years; and

WHEREAS, the Clear Water Manufacturing Corporation proposes to invest \$250,000 in a ductile pipe manufacturing operation at facility leased from the Port of St. Helens know as "Building D" located at 58144 Old Portland Road, St. Helens, Oregon 97051 resulting in the creation of ten (10) new jobs within the South Columbia County Enterprise Zone; and

WHEREAS, Clear Water Manufacturing Corporation is required to pay employee wages and benefits at a rate of not less than 150% of the Columbia County median annual wage, and that the median annual wage is currently \$33,610, and

WHEREAS, the co-sponsors and the zone manager of the South Columbia County Enterprise Zone have reviewed the application and agree that the proposed expansion is consistent with the Enterprise Zone Purpose; and

NOW, THEREFORE, BE IT RESOLVED, that the City of Vernonia authorizes the two year extension request for a total of five years exemption subject to the terms and conditions set forth in the Extended Enterprise Zone Exemption Agreement hereto attached and incorporated herein by this reference; and

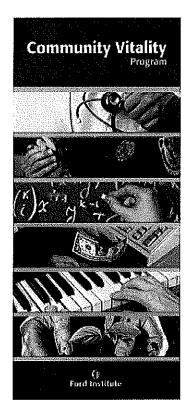
RESOLVED, the South Columbia County Enterprise Zone Manager, upon concurrence of all the other sub-zone sponsors, is authorized to execute the Extended Enterprise Zone Exemption Agreement with Clear Water Manufacturing Corporation.

INTRODUCED AND ADOPTED theday ofby the following vote:				
Nays:	Abstain:	Absent:	_	
	•	on of its adoption this	day of	
		Josette M Mitchell, May	or	
	ing vote: Nays: , Josette Mitchell, N	ing vote: Nays: Abstain:	ing vote: Nays:Abstain:Absent: , Josette Mitchell, Mayor, in authentication of its adoption this	

Vital Vernonia

Community Forum

Saturday April 5, 9:00 a.m. to 2:30 p.m. / Vernonia School Library

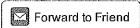


Saturday April 5 9:00 a.m. - 2:30 p.m. *light breakfast 8:30am, lunch included

Vernonia School Library 1000 Missouri Ave Vernonia, Oregon







Come together with your fellow community members for good food, great ideas and important dialog about the future of Vernonia!

Join us for this exciting opportunity! At the Vital Vernonia Community Forum, we will:

- Learn about the Vital Vernonia Indicator Project results in 5 dimensions of vitality: economy, health & well-being, youth & education, livability & community engagement, environment & natural resources
- Network and dialog with fellow community members to build a shared understanding of what the results mean for Vernonia
- Identify individual and collective opportunities to strengthen Vernonia's vitality

Register now and spread the word!

please register by Mar 31

The more folks participating - from various sectors, organizations and backgrounds - the richer the dialog and more powerful outcomes for all!

Questions?

Contact Alexis at amillett@nonprofitoregon.org 503-239-4001 ext. 115.